

# EISS Super

## Product Disclosure Statement

1 October 2020

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### About the Product Disclosure Statement (PDS)

This PDS for EISS Super, USI EIS0001AU, is issued by Energy Industries Superannuation Scheme Pty Limited ABN 72 077 947 285, RSE Licensee L0001373 and AFS Licence 441877 as Trustee for Energy Industries Superannuation Scheme Pool A ABN 22 277 243 559, RSE R1004861 - Pool B ABN 64 322 090 181, RSE R1004878 (the Scheme). Throughout this document the Trustee is referred to as 'EISS', 'EISS Super', 'the Trustee', 'we', 'us' or 'our'.

EISS Super is a resident regulated superannuation fund within the meaning of the Superannuation Industry (Supervision) Act 1993 (SIS) and is not subject to a direction under s63 of the SIS Act.

This PDS is a summary of significant information about EISS Super and includes a number of references to important additional information (each of which form part of this PDS). You can find the PDS and the important additional information at [eisuper.com.au/pds](http://eisuper.com.au/pds) or you can call us on **1300 369 901** to request a copy. You should consider all of this information before making a decision about investing in EISS Super. This PDS refers to a particular product and is designed to assist you in making an informed decision about investing in EISS Super.


The information contained in this PDS is current as at the date of issue, is of a general nature only and does not take into account your personal financial objectives, situation or needs. You should consider obtaining financial, taxation and/or legal advice which is tailored to your personal circumstances before making a decision.


EISS Super is an investment-type product subject to investment risk including loss of income and capital invested. We do not guarantee the performance of EISS Super.

The offer in this PDS is only available to persons receiving this PDS in Australia (electronically or otherwise). Please note we are not required to accept an application.

Information contained in the PDS may change from time to time. Upon joining, any changes that are not materially adverse will be communicated to you via our regular member communications or via our website at [eisuper.com.au](http://eisuper.com.au). You can also request a copy of any updated information at any time which will be provided to you free of charge by contacting us.

### We're here to help

 1300 369 901  
between 8am and 8pm  
(AEST) Monday to Friday

 EISS Super  
GPO Box 7039  
Sydney NSW 2001

 [eisuper.com.au](http://eisuper.com.au)



# 1. About EISS Super

Established in 1997, with origins dating back to 1919, we are committed to working hard for our members so they can enjoy the retirement lifestyle they deserve.

Historically, EISS Super was exclusively available to the energy industry in NSW. Then in 2013, we opened our fund to everyone so they could join a multi-award winning industry super fund, run only to benefit members. We are responsible for managing over \$5.5 billion for more than 21,000 members.<sup>1</sup>

EISS Super provides super for individuals and for employer sponsored members who join through their employer. EISS Super is MySuper Authorised and can accept Superannuation Guarantee (SG) contributions from employers.

Please note, the investment strategy for EISS Super's MySuper product is the Balanced option. The product dashboard for our MySuper product is available at

[eisuper.com.au/mysuper-product-dashboard](https://eisuper.com.au/mysuper-product-dashboard) You can find important information required to be disclosed under super law, including our Trust Deed and remuneration for executive officers and directors at [eisuper.com.au/governance-and-disclosures](https://eisuper.com.au/governance-and-disclosures)

<sup>1</sup> As at 30 June 2020.

## 2. How super works

Super is a tax-effective way to save for your retirement which is, in part, compulsory. If you're an employee, your employer will pay Superannuation Guarantee (SG) contributions on your behalf (currently 9.5% of your salary with proposed incremental increases up to 12% by 1 July 2025).

In most cases, you can choose the super fund into which your employer will pay your SG contributions and in some cases your super fund may be selected according to the terms of your employment. If you do not make a choice your employer must pay your SG contributions into an approved MySuper product, such as EISS Super's Balanced investment option.

As super is designed for you to save for your retirement, there are restrictions on contributions to and withdrawals from super. Your account balance will generally be accessible once you have reached your preservation age and retire. In March 2020 the Federal government announced temporary changes which gives assistance to members who are experiencing financial distress due to the Covid-19 pandemic. Please refer to the 'How Super Works' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) for more information.

There are different types of contributions you can make to your super account such as employer contributions, personal contributions and spouse contributions.

The Government provides a number of incentives and tax concessions to make super a tax-effective way to save for your retirement. However there are limits on the maximum amount you can contribute at a concessional (reduced tax) rate. For more information, please refer to the 'How super is taxed' section on page 5.

For more information on how super works, we recommend you visit [moneysmart.gov.au](https://moneysmart.gov.au).

## Your super could be moved to the ATO

'Inactive low balance accounts' may be transferred to the Australian Taxation Office (ATO). The ATO is required to merge this account balance with an active super account attributable to you. However, if the ATO can't combine your balance automatically, it will remain with the ATO until you claim it.

More information is provided in the 'How Super Works' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## Changes to EISS Super

We may vary the terms and conditions under which EISS Super is offered in this PDS. We will of course give you notice of any changes as required by law.

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You should read the important information about EISS Super and the benefits of investing before making a decision. Go to the 'How Super Works' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## 3. Benefits of investing with EISS Super

We are committed to helping you save for your retirement and are run only to benefit members.

The benefits EISS Super offers you are:

- low fees;
- a choice of five (5) expertly managed investment options;
- Default Death and Total and Permanent Disablement (TPD) insurance cover and the option to apply for Salary Continuance Insurance and additional voluntary Death Only and Death and TPD Cover (if eligible);
- online account access 24/7;
- service and support - access to dedicated Customer Relationship Managers, call centre, regular member communications and education seminars;
- access to professional financial advice; and
- a Loyalty Rewards program which includes travel, accommodation and lifestyle deals.

## 4. Risks of super

All investments carry risk. The level of risk suitable for you will vary depending on a range of factors including your age, investment timeframe, risk tolerance and where your savings outside of super are invested.

## Investment risk

Investment risk is the risk that the value of your investment and the level of returns that you receive will vary. It is also important to understand that past performance is not an indicator of future performance. Returns are not guaranteed and you may lose some of your money as a result of your investment.

Different investment options carry different levels of risk, depending on the assets that make up each investment option. For example, cash is considered to be a low risk asset class whilst equities are considered to be a high risk asset class.

In general, investments which potentially earn higher long term returns e.g. equities and property also carry higher short term risk. Not only may the rate of return of the investment vary but also the value of the investment can rise and fall more sharply than other investments.

Typically, investments that potentially earn a lower return over the long term e.g. cash, fixed interest and bonds, are less likely to fluctuate in the short term.

## Other risks

There are other significant risks that need to be considered when investing in super, including:

- super laws and policies may change in the future and this may affect your benefit, investment strategy or your ability to access your benefit; and
- your future super savings (including contributions and returns) may not be enough to provide an adequate income for your retirement.

**i** You should read the important information about the risks associated with super before making a decision. Go to the 'Risks of Super' document, which is available at [eisuper.com.au/pds](http://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## 5. How we invest your money

EISS Super offers you a selection of five (5) investment options with different levels of exposure to growth and defensive assets that are managed by professional investment managers. The investment options have been designed to offer you different potential rates of return, degrees of volatility and varying risk to suit your individual circumstances.

These investment options are:

- High Growth;
- Balanced (MySuper);
- Conservative Balanced;
- Conservative; and
- Cash

You can invest your super in any one or a combination of these options. If you do not make an investment selection, your super will be invested in the EISS MySuper product's investment strategy, which is the Balanced option.

Where we have received an incomplete application, monies are held in a trust account before the product is issued and will not earn interest. Any interest earned on these monies will be retained by EISS Super.

**i** You should consider the likely investment return, level of risk and your investment timeframe when choosing a MySuper product or an investment option.

### Investment details for the Balanced (MySuper) option

#### Investment return objective<sup>1</sup>

This option aims to achieve a return of CPI + 3% p.a. over 7 years (after fees and taxes).

#### Description

This option invests a high proportion in growth assets such as Australian and international equities with the balance invested in defensive assets such as fixed income. This option is designed for members who expect to have their super invested for at least 7 years and who are willing to accept fluctuations in returns over the short to medium term.

#### Strategic Asset Allocation<sup>2</sup>

Asset class	Target	Range
Australian equities	27%	(15 - 40%)
International equities	31%	(15 - 55%)
Infrastructure	10%	(0 - 30%)
Property	10%	(0 - 30%)
Alternatives	8%	(0 - 30%)
Private equity	2%	(0 - 10%)
Fixed income	8%	(0 - 20%)
Cash	4%	(0 - 15%)
<b>Total</b>	<b>100%</b>	

#### Growth / Defensive Allocation

Growth assets	75%	(65 - 85%)
Defensive assets	25%	(15 - 35%)

#### Minimum timeframe

Long term - at least 7 years.

#### Level of investment risk<sup>3</sup>



Medium to high risk. The estimated number of negative returns in a 20 year period is 3-4 years.

- 1 Please note, the MySuper Product Dashboard return target is over a 10 year period.
- 2 The Strategic Asset Allocation targets may change from time to time within the ranges shown above.
- 3 Please refer to the 'Level of investment risk' section on page 3 of the 'How We Invest Your Money' document available at [eisuper.com.au/pds](http://eisuper.com.au/pds).

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You should read the important information about EISS Super investment options including information on each investment option, how to switch between investment options and other important information, before making a decision. Go to the 'How We Invest Your Money' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## 6. Fees and costs

### Did you know?

Small differences in both investment performance and fees and costs can have a substantial impact on your long term returns.

For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30 year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

Your employer may be able to negotiate to pay lower administration fees<sup>1</sup>.

Ask the fund or your financial adviser.

### To find out more

If you would like to find out more, or see the impact of the fees based on your own circumstances, the Australian Securities and Investments Commission (ASIC) website ([moneysmart.gov.au](https://moneysmart.gov.au)) has a superannuation fee calculator to help you check out different fee options.

<sup>1</sup> The above Consumer Advisory Warning is government prescribed wording. Lower fees cannot be negotiated with us.

This document shows fees and other costs that you may be charged. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the superannuation entity as a whole.

Other fees, such as activity fees, advice fees for personal advice and insurance fees, may also be charged, but these will depend on the nature of the activity, advice or insurance held.

Entry fees and exit fees cannot be charged.

Taxes, insurance fees and other costs relating to insurance are set out in another part of this document.

You should read all of the information about fees and other costs because it is important to understand their impact on your investment.

The fees and costs for the MySuper product offered by EISS Super are set out in the table in the next column.

## Changes to fees and other costs

If changes are made to the fees and other costs then updated fee information will be available at [eisuper.com.au/feesandcosts](https://eisuper.com.au/feesandcosts) or by contacting us on **1300 369 901**. Material changes will be notified in writing directly to members.

The information in the 'Fees and Costs - EISS Super Balanced (MySuper)' table can be used to compare costs between different superannuation products.

### Fees and Costs - EISS Super Balanced (MySuper)

Type of fee	Amount	How and when paid
Investment fee <sup>1</sup>	0.26% p.a.	This is deducted from the assets of the investment option and reflected in the daily unit price.
Administration fee <sup>1</sup>	0.39% p.a.	This is deducted from the assets of the investment option and reflected in the daily unit price.
Buy-sell spread	Nil	N/a
Switching fee	Nil	N/a
Advice fees relating to all members investing in a particular MySuper product or investment option	Nil	N/a
<b>Other fees and costs<sup>2</sup></b>		
Indirect Cost Ratio (ICR) <sup>1</sup>	0.24% p.a.	This is deducted from the assets of the investment option and reflected in the daily unit price.

<sup>1</sup> If your account balance for a product offered by the superannuation entity is less than \$6,000 at the end of the entity's income year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of the account balance. Any amount charged in excess of the cap must be refunded.

<sup>2</sup> For information about other fees and costs, please refer to the 'Fees and Costs' document available at [eisuper.com.au/pds](https://eisuper.com.au/pds).

## Example of annual fees and costs for the Balanced (MySuper) option

This table provides an example of how the fees and costs for the Balanced (MySuper) option can affect your superannuation investment over a one year period.

You should use the following table to compare this superannuation product with other superannuation products.

EXAMPLE - Balanced (MySuper)		BALANCE of \$50,000
Investment fees	0.26%	For every \$50,000 you have in the Balanced (MySuper) option you will be charged \$130 each year.
PLUS Administration fees	0.39%	And, for every \$50,000 you have in the Balanced (MySuper) option you will be charged \$195 each year.
PLUS Indirect costs for Balanced (MySuper)	0.24%	And, indirect costs of \$120 each year will be deducted from your investment.
EQUALS Cost of product	If your balance was \$50,000, then for that year you will be charged fees of \$445 <sup>1</sup> for the Balanced (MySuper) option.	

1 Additional fees may apply.

## Alterations to fees and costs

Fees are determined and reviewed regularly by us. We may vary the fees without your consent but where required to, will provide you with at least 30 days notice in advance of any increases to fees and costs.

The fees and costs are for the financial year ending 30 June 2020. The Trustee has estimated the fees and costs based on the information available to it at the time of issue of this PDS. The fees and costs may change for the financial year ending 30 June 2021. The extent of any changes is not reasonably quantifiable at present.

## Defined fees

For more information on defined fees such as Investment Fee, Administration Fee, Indirect Cost Ratio and other fees and costs, you should read the 'Fees and Costs' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds).

## Additional explanation of fees and costs

Other fees and costs may apply. Additional information about all fees and costs including the definition of each fee is set out in the 'Fees and Costs' document available at [eisuper.com.au/pds](https://eisuper.com.au/pds).

**i** You should read the important information about fees and costs in relation to investment options before making a decision. Go to the 'Fees and Costs' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## 7. How super is taxed

Taxation rules that apply to super can be complicated. The following overview of the tax treatment is a guide only and represents our understanding of taxation law as at the date of this PDS. You should seek professional taxation advice which is specific to your circumstances to understand the impact of tax on your super.

### Tax on contributions

The tax paid on contributions depends on the amount, type of contribution and your income. Tax is deducted after the contribution is received. There are limits on how much you can contribute and if you exceed these limits you may have to pay extra tax.

#### Tax on contributions

Contribution type	Tax payable
Concessional (before tax) contributions e.g. Super Guarantee (SG) Award and Salary Sacrifice contributions.	These contributions are taxed at 15% when allocated to your account. There is a concessional contribution cap of \$25,000 per financial year for all individuals regardless of age.
Non-concessional (after tax) contributions e.g. personal and spouse contributions.	These contributions are not taxed when allocated to your account. There is a non-concessional contribution cap of \$100,000 per financial year. <sup>1</sup>

1 For further information relating to concessional and non-concessional contributions, refer to the 'How Super Works' document available at [eisuper.com.au/pds](https://eisuper.com.au/pds).

### Tax on investment earnings

Tax is generally levied on investment earnings at a maximum of 15%. However, the actual rate of tax may be reduced due to certain tax credits and rebates available to the Scheme, such as imputation credits on dividends from share investments.

### Tax on lump sum withdrawals

If you are age 60 or over withdrawals are generally tax-free. If you are under age 60, tax on withdrawals will be deducted before you receive your payment. The amount of tax payable will depend on the tax components of your super, your age and whether you receive the benefit as a lump sum or pension. There is no tax payable on the tax free component.

#### Tax on lump sum withdrawals under age 60

Age	Taxable component	Maximum tax rate
Below preservation age <sup>1</sup>	Total amount	22% <sup>2</sup>
Preservation age <sup>1</sup> to 59	First \$215,000 <sup>3</sup>	0%
	Balance over \$215,000 <sup>3</sup>	17% <sup>2</sup>

1 For information on preservation age, please refer to the 'How Super Works' document available at [eisuper.com.au/pds](https://eisuper.com.au/pds).

2 This includes the Medicare levy (2%)

3 Figure as at 2020/21 financial year.

You should provide your Tax File Number (TFN) when you open an account with us. It is not an offence to withhold your TFN but if you do not give us your TFN, your concessional (before tax) contributions and withdrawals will be taxed at the highest marginal rate plus the Medicare levy.

If you do not provide your TFN we will not be able to accept non-concessional (after tax) contributions from you.

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You should read the important information about how tax is applied to super, including the rates of tax applying to full or partial withdrawals and further information on contribution caps before making a decision. Go to the 'How Super is Taxed' document which is available at [eisuper.com.au/pds](http://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## 8. Insurance in your super

### Default Cover

EISS Super provides Default Cover to eligible members which includes four (4) units of Death and Total and Permanent Disablement (TPD) Cover. This cover provides you with protection in the event of death, total and permanent disablement or terminal illness. You can cancel or amend your cover at any time.

#### Default Cover

Cover	Benefit
Death Cover	Provides a lump sum if you die or if you have a terminal illness with less than 24 months to live.
TPD Cover	Provides a lump sum if you become totally and permanently disabled.

The level of Default Cover you receive will be based on your age at your next birthday. Cover amounts range from \$332,000 at age 40 to \$8,000 at age 70.

### Commencement of Default Cover

Default Cover can commence automatically when you:

- have an account balance of at least \$6,000;
- are aged 25 or over; and
- are not an inactive member<sup>1</sup>.

You can choose to have your Default Cover commence prior to meeting the automatic requirements by opting in. Details of how Default Cover can commence for employer sponsored and public offer members is provided below.

<sup>1</sup> If you are considered an inactive member, i.e. your account has not received a contribution or rollover for 16 months or more, then Default Cover will not commence automatically unless you have provided us with a valid opt-in or you are subsequently considered active.

#### Employer sponsored member

If you join EISS Super as an 'employer sponsored' member through an EISS Super 'participating employer', Default Cover can commence:

- automatically from the date you have an account balance of at least \$6,000 and are aged 25 or over and are not considered to be inactive; or
- when you opt-in early (prior to meeting the automatic eligibility requirements noted above). In this case Default Cover will commence from the later of the date:
  - the opt-in is received at EISS Super; and
  - there is a sufficient account balance available in your account for the payment of the insurance premium.

Default Cover that commences will be Limited Cover:

- until you are At Work for 60 consecutive days if a SG contribution is received within 180 days of the member being automatically eligible; or
- for 12 months if an SG contribution is received outside of 180 days of the member being automatically eligible.

#### Public offer member

If you join EISS Super as a 'public offer' member, i.e. not through a participating employer, Default Cover can commence:

- automatically from the date you have an account balance of at least \$6,000 and are aged 25 or over and are not considered to be inactive; or
- when you opt-in early (prior to meeting the automatic eligibility requirements noted above). In this case Default Cover will commence on the date that your account has sufficient funds to pay for the premiums, provided that this is within 60 days of you opting in.

If your account does not have a sufficient balance to pay premiums within 60 days of the date you opt-in, then Default Cover will not commence and any insurance you require will need to be applied for as Voluntary Insurance Cover.

Default Cover that commences will be Limited Cover until you are At Work for 60 consecutive days following the date Default Cover commences.

## Eligibility for Default Cover

To be eligible to receive Default Cover, you must be:

- a member or applying for membership of EISS Super;
- an Australian Resident; and
- aged between 25 and 70 years with a balance in your EISS super account of at least \$6,000 or you are aged between 15 and 70 years and have opted in for cover (regardless of your account balance).

## Cost of Default Cover

Default Cover is provided in units which have a specified benefit value and cost at each age. The cost of Default Cover is between \$5.84 per month and \$107.80 per month for four (4) units of cover.

## Ability to increase your Default Cover without a health check

For a limited time after your Default Cover commences, you have the ability to apply for one (1) additional unit of Default Cover without the need to provide any health information. This offer is valid for up to 120 days after Default Cover commences. To increase your Default Cover, please nominate this option on the EISS Super 'Application form', complete the 'Change or Cancel Insurance Cover form' or contact us on **1300 369 901**.

**WARNING:** There are costs associated with insurance cover. All insurance fees are deducted directly from your account unless you opt-out of Default Cover or cancel your Default Cover in the future.

There may be exclusions and/or restrictions which could apply to your insurance cover. More information is provided in the 'Insurance in Your Super' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

This document also provides information about eligibility, cancellation and costs of insurance cover. This information may affect your entitlement to insurance cover and should be read before deciding whether the insurance is appropriate for you.

## Changing or cancelling your Default Cover

You can decrease or cancel your Default Cover at any time. To change your Default Cover, please nominate this option on the EISS Super 'Application form' or complete the 'Change or Cancel Insurance Cover form'. If you cancel your Default Cover within 90 days of Default Cover commencing, any insurance fees paid will be refunded to your account provided you did not opt-in to Default Cover. You can also cancel your Default Cover via your online account.

## Transfer your existing insurance policies

You can apply to transfer insurance from another super fund or an individual insurance policy to EISS Super. The eligibility requirements are set out in the 'Insurance in Your Super'

document available at [eisuper.com.au/pds](https://eisuper.com.au/pds). To apply, please complete the 'Insurance Transfer' form available at [eisuper.com.au/insurance](https://eisuper.com.au/insurance) or by contacting us.

## Life Event Cover

Life Event Cover recognises the need for additional insurance cover as your circumstances change and provides a straightforward process for you to increase your insurance cover during a range of life events such as:

- the birth or adoption of a child;
- marriage or commencement of a de facto relationship;
- divorce or termination of a de facto relationship; and
- taking out or increasing a mortgage to purchase or renovate your primary residence by at least \$100,000.

To apply, please complete the 'Application for Increased Insurance - Life Event Cover' form which is available at [eisuper.com.au/insurance](https://eisuper.com.au/insurance) or by contacting us.

## Voluntary Insurance Cover

Members of EISS Super can apply for additional insurance cover, which is either in addition to or instead of Default Cover. You have the ability to apply for:

- Lump sum Death Only Cover;
- Lump sum Death and TPD Cover; and
- Salary Continuance Insurance (SCI), which provides you with a regular income should you become temporarily disabled or incapacitated.

Voluntary Insurance Cover is provided as a fixed dollar amount, this means that regardless of your age, the amount you have selected as your fixed Voluntary Insurance Cover amount will continue until you decide to change the level of cover.

The cost of Voluntary Insurance Cover is dependent on your age, sex, occupation and health status. For Salary Continuance Insurance, the cost is also dependent on the waiting period and benefit period you have applied and are accepted for.

To apply, please complete the 'Member's Personal Statement' form available at [eisuper.com.au/insurance](https://eisuper.com.au/insurance) or by contacting us.

## Inactive accounts

The insurance you have through your EISS Super account may be cancelled if your account is inactive (i.e. has not received a contribution or rollover) for 16 months or more, unless you opt-in to keep your insurance.

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You should read the important information about insurance before making a decision. Go to the 'Insurance in Your Super' document which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

## 9. How to open an account

There are a number of ways to join EISS Super:

- you can join online at [eisuper.com.au/join](https://eisuper.com.au/join);
- you can complete an 'EISS Super Application Form' available at [eisuper.com.au/forms](https://eisuper.com.au/forms) or by contacting us; or
- if you are an employee of an EISS Super employer, your employer will provide us with the information required to open your account.

### Please send the completed form to:

EISS Super  
GPO Box 7039  
Sydney NSW 2001

## Cooling-off period

As a new member of EISS Super, you are entitled to a 14-day cooling-off period commencing at the earlier of:

- the end of the fifth business day after you became a member; or
- when you receive confirmation of your investment.

Provided you have not exercised any rights as a member, such as making an investment election or changes to your insurance during the cooling-off period you can cancel your membership by notifying us in writing or by electronic means before the end of the cooling-off period.

If you cancel your membership during the cooling-off period, any amount payable will be adjusted to take into account any increase or decrease in the value of the investments purchased and any tax payable for the period of membership. Any preserved and restricted components of your account balance must be transferred to another complying superannuation fund nominated by you.

If you have joined through your employer the cooling-off period does not apply to you.

## Complaints

We strive to provide a high standard of member service. If however, you are dissatisfied with the service you receive or a decision which affects you, you may lodge a complaint with us by writing to:

### Complaints Resolution Officer

EISS Super  
GPO Box 7039  
Sydney NSW 2001

Alternatively, you can email [complaints@eisuper.com.au](mailto:complaints@eisuper.com.au) or contact us.

If we do not resolve your complaint to your satisfaction, external dispute resolution is available to you. We will provide you with the details in our complaints process.

## 10. Other information

### Member statements

Your annual member statement will show important information about your account, investments, insurance and beneficiaries.

### Annual Report

We provide members with an EISS Super Annual Report which provides information on the management and financial condition of the Scheme including the investment performance. The EISS Super Annual Report is available at [eisuper.com.au/annual-reports](https://eisuper.com.au/annual-reports) or by contacting us to request a free copy.

### Electronic disclosure

Where we have your email address, your default communication preference will be 'electronic' unless you specifically choose to opt out of receiving electronic disclosure.

Electronic communication means we will keep you informed about important aspects of your super by email e.g. annual member statements. If we don't have your email address we will send paper communications to your mailing address. Some standard member communications relating to the administration of your account may still be delivered by paper.

### Protecting your privacy

We are required to comply with relevant privacy laws.

The personal information that we collect is used to process your application, administer your account(s), provide you with services and conduct research about how to improve our services and products.

If you do not give us your personal information or provide us with incomplete or inaccurate personal information, we may not be able to provide you benefits and services.

Unless required or authorised by law, we will only provide your personal information to authorised service providers who use the information to administer your account and provide services to you on our behalf such as our administrator, auditors, lawyers and insurance providers.

Your personal information will not be sent outside Australia except in instances where you are permanently relocating overseas to New Zealand and request that we transfer your superannuation benefits. A limited number of transactions may also be processed outside Australia in certain circumstances on an exceptions basis.

Ordinarily, we do not send your personal information overseas.

For more information, please refer to our Privacy Policy available at [eisuper.com.au/privacy](https://eisuper.com.au/privacy) or contact us. Our Privacy Policy includes information about how you may access your personal information, correct any personal information that may be incorrect and how you may complain about a possible breach of privacy.



EISS Super

# Application form

## About this form

Use this form to apply to become a member of EISS Super.

We need you to fill out this form to let us know:

- your details
- your Tax File Number (TFN)
- which investment option/s you'd like your money invested in
- if you would like to opt-in to commence Default Cover before you meet automatic eligibility requirements
- if you would like to change your Default Cover
- if you would like to make a binding beneficiary nomination

After we have created your new EISS Super account you will receive your PIN in the mail, allowing you access to your secure online account via [eisuper.com.au/login](https://eisuper.com.au/login). Here, you can manage changes to your account and combine any other super accounts you may have.

## We're here to help

If you need assistance completing this form, you can call us on **1300 369 901**, Monday to Friday from 8am to 8pm (AEST).

Please complete all sections of this form as applicable, sign and return the completed form to:

**EISS Super, GPO Box 7039, Sydney NSW 2001.**

This content is of a general nature only and has been prepared without taking account of your objectives, financial situation or needs. Before acting on this information or making an investment decision, you should consider your personal circumstances and read the relevant Product Disclosure Statement which is available at [eisuper.com.au/pds](https://eisuper.com.au/pds) or by contacting us on **1300 369 901**.

You should also consider obtaining financial, taxation and or legal advice which is tailored to your personal circumstances before making a decision.

## Want to join online?

To join EISS Super online go to [eisuper.com.au/join](https://eisuper.com.au/join).

## Step 1. Your personal details

Mr / Mrs / Ms / Miss / Other

Gender  Male  Female

Given name(s)

Surname

Date of birth   /   /

Postal address

Suburb

State

Postcode

Telephone

Mobile

Email

See the 'Sign the form' section of this application form for details of how we use your email address and mobile phone number.

## Step 2. Employment details

I am an employee     I am self-employed     I am not employed

If employed, please provide your employer details below.

Your employers company name

Your employers address

Your employers Australian Business Number (ABN)

Date joined your employer

 /  / 

Will this employer pay super into your new account?

 Yes     No

## Step 3. Provide your Tax File Number (TFN)

### Don't pay more tax than you have to – let us know your TFN.

Your TFN is confidential and you don't have to give it to EISS Super. However, you may pay more tax than you have to if you don't supply it.

My TFN is:

Note: EISS Super is required by law to ask for your TFN. By providing your TFN, you're allowing EISS Super to use it to:

- find or identify your super when there's no other way;
- work out any tax payable;
- pass your TFN to the Australian Tax Office (ATO) when you receive your super payout or have unclaimed super money after reaching pension age;
- pass your TFN to any other super fund or account to which your super is transferred in the future, unless you tell EISS Super in writing not to do so;
- report details of contributions to the ATO for working out whether any tax is applicable if contributions for you exceed certain limits; and
- where required by law, pass your TFN to other Government agencies.

If you don't provide your TFN, now or later:

- you may pay more tax on contributions made by your employer and certain other contributions made by or for you. In some circumstances, you may be able to claim this back, however time limits and other rules may apply;
- the Trustee will only be able to accept contributions made for you by your employer. No other contributions, for example, after-tax contributions, can be accepted;
- you may pay more tax on your super benefit than you would otherwise (although you can claim this back when you lodge your tax return); and
- it may be more difficult to find your super in the future if you change your address without notifying EISS Super or if you rollover any other super accounts you may have.

Note: The legal purposes for which EISS Super can use your TFN and the consequences for not quoting your TFN may change in the future.

## Step 4. Funding your new account

Please indicate the initial funding source(s) for your EISS Super account:

Personal contribution \$

To make a personal contribution, you must satisfy one of the following criteria:

I am under age 67, or

I am over the age of 67 and under the age of 75 and in the current financial year have worked in paid employment for at least 40 hours in a period of 30 consecutive days.

Do you want to claim a tax deduction?

Yes  No

If yes, please attach a completed 'Notice of intent to claim or vary a deduction for personal super contributions' form which is available at [eisuper.com.au](http://eisuper.com.au) or [ato.gov.au](http://ato.gov.au).

Spouse contribution \$

Transfer from a complying super fund \$

Super Guarantee (SG) (Please arrange through your Payroll Department).

Salary sacrifice contribution (Please arrange through your Payroll Department).

To make personal or spouse contributions by cheque, you need to complete a 'Making a Personal or Spouse Contribution' form. Once you are a member you can make these contributions by using your unique BPAY details which you can access by logging into your account at [eisuper.com.au/login](http://eisuper.com.au/login). You can transfer from another super fund by calling us on **1300 369 901** or by logging into your account at [eisuper.com.au/login](http://eisuper.com.au/login) once your membership has started.

## Step 5. Choose your investment option/s

### Take control of how your super is invested

You can choose one investment option or any combination of the range of options available. Please complete the table below to make your investment choice. Please also ensure the total adds to 100% otherwise the default investment option will apply.

If you don't make a selection your super will be automatically invested into the default Balanced (MySuper) investment option.

	Percentage to be invested						
High Growth	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	%
Balanced (MySuper)	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	%
Conservative Balanced	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	%
Conservative	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	%
Cash	<input type="text"/>	<input type="text"/>	<input type="text"/>	.	<input type="text"/>	<input type="text"/>	%
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	.	<b>0</b>	<b>0</b>	%

## Step 6. Choose your level of insurance cover

By joining EISS Super you may be eligible for Default Cover which consists of four (4) units of Death and Total and Permanent Disablement (TPD) cover\*.

Default cover can automatically commence when you:

- have an EISS Super account balance of at least \$6,000;
- are aged 25 or over; and
- have received a contribution or rollover into your EISS Super account within the last 16 months.

### Commence my Default Cover early

If you are not automatically eligible for Default Cover, you can choose to have Default Cover commence early by selecting the box below.

Please note, if you are a public offer member your cover will not commence if you do not have sufficient funds in your account within 60 days of making a choice to opt-in early.

- I would like to opt-in early for Default Cover and understand my insurance will commence as soon as my account has sufficient funds to pay my premiums and will not be cancelled if my account becomes inactive<sup>^</sup>.

### Increase my Default Cover

You can increase your Default Cover by one (1) unit within 120 days of your Default Cover commencing by selecting the box below. The additional unit of cover will be provided on the same basis as the other units of Default Cover provided to you.

- I would like to increase my Default Cover by one (1) additional unit (totalling five (5) units of cover).

### Reduce my Default Cover

You can reduce your Default Cover at anytime. To reduce your Default Cover immediately please complete the section below.

Please note if you decide you want more insurance cover in the future you can apply for Voluntary Insurance Cover but you will need to be medically assessed and accepted by our Insurer.

I want to reduce my Default Cover to:

- three (3) units of Death and TPD
- two (2) units of Death and TPD
- one (1) unit of Death and TPD.

### Opt-out of Default Cover

If you don't want to receive Default Cover, you can choose to opt-out of this cover. To opt-out of Default Cover please complete the section below.

Please note if you decide you want more insurance cover in the future you can apply for Voluntary Insurance Cover but you will need to be medically assessed and accepted by our insurer.

- I don't want Default Cover applied to my account

### Voluntary Insurance Cover

You can also apply for cover separate to or in addition to Default Cover, including:

- lump sum Death Only benefit;
- lump sum Death and TPD benefit; and
- Salary Continuance Insurance (SCI).

If you would like to apply, please complete the 'Members Personal Statement' available at [eisuper.com.au/insurance](https://eisuper.com.au/insurance).

### Transfer your existing insurance policies

If you are under age 60, you can apply to transfer insurance from another super fund or an individual insurance policy to EISS Super, by completing the 'Insurance Transfer' form available at [eisuper.com.au/insurance](https://eisuper.com.au/insurance).

\* Subject to meeting other eligibility criteria set out in the EISS Super Product Disclosure Statement and the 'Insurance in Your Super' document, available at [eisuper.com.au/pds](https://eisuper.com.au/pds).

<sup>^</sup>If you are considered an inactive member, i.e. your account has not received a contribution or rollover for 16 months or more, then Default Cover will not commence automatically unless you have provided us with a valid opt-in or you are subsequently considered active.

## Step 7. Make a binding beneficiary nomination

Complete this section to make a binding beneficiary nomination to your new EISS Super account and if you wish any existing EISS Super accounts. Remember your beneficiary/ies must be a dependent/s or Legal Personal Representative.

You must complete this section in full and sign and date it in the presence of **two (2) witnesses**, who must be at least 18 years of age and neither of them can be a nominated beneficiary within the declaration in this section. Each witness must also sign and date this declaration on the same day as you sign.

**As your declaration in this section is for your binding beneficiary nomination only, please also remember to sign and date the application in Step 8.**

### Account Details

Please select how you want your binding beneficiary nomination to apply to your account(s). If a binding beneficiary nomination is made to an existing account, it will replace any existing nomination(s).

- This binding nomination is applicable to my new EISS Super account only
- This binding nomination is to apply to my new EISS Super account and my existing account(s) listed below:

Account Number

Account Number

### Nomination Details

Note: if you are nominating more than four (4) beneficiaries, please make a copy of this page to add your additional nomination(s) and make sure you attach it to this form.

#### Name of Beneficiary

Relationship to you (please select one):

- Spouse  Child  Financial Dependant  Interdependency Relationship  Legal Personal Representative

Address

Suburb

State

Postcode

Date of birth

 /  / 

Proportion of payout

 %

#### Name of Beneficiary

Relationship to you (please select one):

- Spouse  Child  Financial Dependant  Interdependency Relationship  Legal Personal Representative

Address

Suburb

State

Postcode

Date of birth

 /  / 

Proportion of payout

 %

## Step 7. Make a binding beneficiary nomination (continued)

### Name of Beneficiary

Relationship to you (please select one):

Spouse  Child  Financial Dependant  Interdependency Relationship  Legal Personal Representative

Address

Suburb

State

Postcode

Date of birth   /   /

Proportion of payout  %

### Name of Beneficiary

Relationship to you (please select one):

Spouse  Child  Financial Dependant  Interdependency Relationship  Legal Personal Representative

Address

Suburb

State

Postcode

Date of birth   /   /

Proportion of payout  %

**Total of your nomination(s):**

**100.00 %**

Please read this declaration and sign and date in the area below in the presence of two witnesses.

#### I understand that this binding beneficiary nomination will only be valid if:

- at the date of my death, each of the beneficiaries listed in this section are people I can nominate and is a dependent/s or Legal Personal Representative;
- I have provided all the details requested for each nominated beneficiary in Step 7;
- the total of my nominations equal 100%; and
- it is signed by me in the presence of two witnesses, who are 18 years of age or older, and who are not listed as beneficiaries in this section.

## Step 7. Make a binding beneficiary nomination (continued)

### I also understand that:

- this binding beneficiary nomination is only valid and effective for up to three (3) years from the date it is signed or last confirmed, and that it must be received by EISS Super before my death;
- my beneficiaries and I will be bound by the provisions of EISS Super's Trust Deed;
- I can amend or revoke this binding beneficiary nomination at any time by completing a new binding beneficiary nomination form and returning it to EISS Super;
- the binding beneficiary nomination binds the Trustee to distribute my benefit as I have specified, unless the binding beneficiary nomination is invalid or superannuation law requires otherwise. Where the nomination is invalid, I understand that the Trustee may exercise its own discretion in determining the beneficiaries of my death benefit under EISS Super's Trust Deed;
- EISS Super accepts no responsibility for either the correct nomination of beneficiaries or the completion of this binding beneficiary nomination;
- the information provided within this binding beneficiary nomination will be used by the Trustee to contact those nominated to determine whether they are still my dependants and/or Legal Personal Representative at the time of my death; and
- this binding beneficiary nomination revokes any prior binding or non-binding beneficiary nomination(s) I may have.

Member Signature

Date

Sign here

### Witness Declaration

#### First Witness (insert full name)

I,

declare that the member signed this binding beneficiary nomination form in my presence, I am over 18 years of age and I am not listed as a beneficiary on this form.

Witness Signature

Date

Sign here

#### Second Witness (insert full name)

I,

declare that the member signed this binding beneficiary nomination form in my presence, I am over 18 years of age and I am not listed as a beneficiary on this form.

Witness Signature

Date

Sign here

## Your privacy is important to us

We are required to comply with relevant privacy laws. The personal information that we collect is used to process your application, administer your account(s), provide you with services and conduct research about how to improve our services and products. Unless required or authorised by law, we will only provide your personal information to authorised service providers who use the information to administer the Fund and provide services on our behalf.

The EISS Super Privacy Policy is available to view at [eisuper.com.au/privacy](https://eisuper.com.au/privacy) or you can obtain a copy by contacting us on 1300 369 901.

## Step 8. Sign the form

I confirm and acknowledge that:

- I have received all information I require in order to exercise the choices I have made;
- I have read and understood the Product Disclosure Statement (PDS) and agree to be bound by it;
- I will be bound by the provisions of the trust deed and rules which govern the operation of EISS Super;
- I understand that the investment choice I have indicated will apply to my account balance and future contributions until further notice by me;
- any increase or decrease to Default Cover is subject to the date this form is received by the trustee
- default cover will not be cancelled unless:
  - I have insufficient funds in my EISS Super account to cover my insurance premiums
  - I become ineligible to hold Default Cover; or
  - I request to cancel my Default Cover
- I accept that the illustrations of risk and return shown in the PDS are based on assumptions which may or may not be borne out in practice;
- I understand that investment returns are not guaranteed and can be positive or negative;
- if I need assistance in relation to my application, I should seek advice from a licensed financial planner;
- if I provided my email address and/or mobile phone number in this Application form, the Trustee may, at its discretion, use that email address or mobile phone number (as amended and notified to the Trustee from time to time):
  - to send me information concerning my super, including any annual reports, member and exit statements, notices of material changes or occurrence of significant events and other member communications or publications; and
  - for marketing and research purposes, including sending me information about other financial products or services offered by the trustee or any of its related parties (unless I have requested you not to do so by contacting us).
- the Trustee may provide any member communications (including any annual reports, member and exit statements, notices of material changes or occurrence of significant events and other member publications) and/or marketing and research material that are permitted by law to me by:
  - sending it to me by email (which may include a link to a website from where it can be downloaded) where I have provided my email address including any email address provided by any other person on my behalf including my employer; and /or
  - SMS (where we have a mobile phone number provided by you); and/or
  - making it available to me on a website from where it can be downloaded.
- I understand and consent to my information being collected, disclosed and used in the manner set out in this form.
- I understand that, under Australian Taxation Office regulations, I must keep a copy of this form for five (5) years from the date completed.

Member Signature

Date

/   /

Sign here

**Please return your completed form to:**

EISS Super  
GPO Box 7039  
Sydney NSW 2001